Executive Board of the
United Nations Development Programme
and of the
United Nations Population Fund

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ORIGINAL: ENGLISH

Third regular session 1998
14-16 September and 21-22 September 1998, New York
Item 1 of the provisional agenda

DRAFT WORK PLAN FOR THE EXECUTIVE BOARD IN 1999

INTRODUCTION

1. In accordance with decision 96/25, the present document contains a preliminary draft work plan for the UNDP/UNFPA Executive Board work during 1999. It includes an outline of priority issues for both UNDP and UNFPA with an initial indication of the session at which the issues may be considered by the Board, taking into account any relevant prior decisions as well as the Board's request to focus deliberations at each session.

2. This draft work plan should be considered preliminary in that the Executive Board will consider several important matters at the third regular session 1998. Among them are funding strategies for both UNDP and UNFPA, which are being considered pursuant to General Assembly resolution 50/227, Economic and Social Council resolution 1997/59 of 24 July 1997, and Executive Board decisions 98/3 (concerning UNDP) and 98/7 (concerning UNFPA). Decisions taken at the third regular session 1998 on these and other matters will be reflected in a revised work plan presented to the Board at the first regular session 1999 for official adoption.

Annex 1

UNDP PRIORITY ISSUES FOR 1999

ISSUE	FOLLOW-UP	REPORT TYPE	SESSION
A. Increase resource base and put UNDP funding on a predictable, assured and continuous basis	Establish framework for implementing the funding strategy adopted at third regular session 1998	CRP Official	First Annual
B. Improve UNDP profile and image	Develop and implement plan of action for information and communication: • Presentation on key areas of communication needs • Plan of action to implement the key areas	 Oral Official	 First Annual
C. Improve programme quality and assess results	Review of country cooperation frameworks and analysis of lessons learned in order to improve programming	Official Official	Second Third
	Follow-up to decision on review of successor programming arrangements	*	*
	Continued application of guiding principles on narrowing the focus of UNDP	Official (in context of new CCFs)	Regular sessions
	Strategic evaluations on the programme approach and on the reintegration of displaced persons in countries faced with emergency situations	Official	Annual

*** to be determined at the third regular session.**

ISSUE	FOLLOW-UP	REPORT TYPE	SESSION
D. Implementation of major decisions of UNDP 2001	Develop mechanism for monitoring and assessing results of implementation of major policy decisions	CRP Official	First Annual
E. Continue UNDP support for United Nations reform	Contribute to greater effectiveness and efficiency of the resident coordintor system		
	Strengthen field-level coherence of United Nations presence, including United Nations Development Assistance Framework (UNDAF) and harmonization of programmes and expansion of common premises and services	Offical	Annual
	Strengthen the partnership relationships with other development partners, including with other United Nations development organizations and the Bretton Woods institutions		

Annex 2

UNFPA PRIORITY ISSUES FOR 1999

ISSUE	FOLLOW-UP	REPORT TYPE	SESSION
A. Increase resource base and put UNFPA funding on a predictable, assured and continuous basis	Establish framework for implementing the funding strategy adopted at the third regular session 1998	CRP/Official Official	Second Annual a/
B. Improve programme quality and measure results	Strengthen link between programme inputs and outputs through logframe analysis in country and intercountry programmes	Official a/	Annual
	Standardize reporting procedures on indicators of International Conference on Population and Development (ICPD) goals	Official a/	Annual
	Increase number of external evaluations and produce syntheses of results	Official a/	Annual
C. Sharpen focus on key programme areas	Target assistance within countries and focus assistance on specific areas where UNFPA has comparative advantage	Official b/	Annual
	Intensify information, communication and advocacy activities	Oral	Annual
	Reassess the Technical Support Services (TSS) system and develop future options for enhancing the system	Official Official	Second Third
D. Strengthen internal oversight, audit and accountability	Increase quality and coverage of management audits and ensure follow-up of recommendations for all oversight mechanisms	Official	Annual

ISSUE	FOLLOW-UP	REPORT TYPE	SESSION
E. Conclude preparations for ICPD+5 and follow-up on outcomes	Report on outcomes of roundtables, technical meetings and The Hague Forum	CRP	Second
	Report on outcomes of the Special session of the General Assembly and implications of ICPD+5 for UNFPA programme priorities Take advantage of momentum of ICPD+5 process and outcomes to refocus attention on issues raised in the ICPD Programme of Action and to reaffirm commitments made at Cairo, including on funding	CRP	Third
F. Continue UNFPA support for United Nations reform	Participate actively at the country level in the Resident Coordinator system, including in implementation of the common country assessment, country strategy note and UNDAF and other such mechanisms and measures	Official a/	Annual
	Continue collaboration to improve common premises and services		
	Continue active participation in UNDG and its executive and other committees		
	Promote ways to streamline the work of the UNDG so as to lighten the burden on UNFPA field offices		

a/ Reported on in the context of the annual report
b/ Reflected in country programmes and in the annual report

EXECUTIVE BOARD OF UNDP/UNFPA
DRAFT WORK PLAN 1999

Table 1. First regular session 1999 (25-28 January 1999)

(5 working days)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
1				ORGANIZATIONAL MATTERS
		A		Election of the Bureau for 1999
	Official (DP/1999/L.1)	A		Provisional agenda, annotations, list of documents
	Official	I		Report on the third regular session 1998
	Official	A	½ day	Decisions adopted by the Executive Board in 1998
	CRP			Annual work plan 1999 for UNDP/UNFPA Executive Board (96/25)
				JOINT UNDP/UNFPA SEGMENT
2	Official	I	½ day	Updated overview of implementation of recommendations of the Board of Auditors (97/2 and 97/3)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
				UNDP SEGMENT
3				UNDP 2001
	Oral	I		Progress report on implementation of change management (97/15)
			1 day	
4				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A		Country cooperation frameworks
	Official	I		Report on assistance to Somalia (UNDP initiative)
5	Oral	I		INFORMATION AND COMMUNICATION STRATEGY
			½ day	Presentation on key areas of communication needs (98/15)
6				SPECIAL FUNDS AND PROGRAMMES
	Official	I	1 day	Reports on activities of the Global Environment Facility, Montreal Protocol, the Office to Combat Desertification and Drought (UNSO) and United Nations Revolving Fund for Natural Resources Exploration (92/2)
7				RESOURCE MOBILIZATION
	CRP	I	½ day	Follow-up to decision of the third regular session 1998 on funding strategy
8				OTHER MATTERS
			½ day	Coordinating Committee on Health

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
				JOINT MEETING OF THE UNDP/UNFPA AND UNICEF EXECUTIVE BOARDS
	Oral	I	½ day	Report on the review of the UNDAF pilot phase

* To include participation of staff representative.

Abbreviations: A = action; CRP = conference room paper; I = information.

Table 2. Second regular session 1999 (5-8 April 1999)

(4 working days)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1999/L.2)	A		Provisional agenda, annotations, list of documents
	Official	A		Report on the first regular session 1999
	Official	I	½ day	Decisions adopted by the Executive Board at its first regular session 1999
				JOINT UNDP/UNFPA SEGMENT
2	Official	A		REPORTS TO THE ECONOMIC AND SOCIAL COUNCIL
				UNFPA SEGMENT
3	Official	A	½ day	COUNTRY PROGRAMMES AND RELATED MATTERS
4				TECHNICAL SUPPORT SERVICES
	Official	I	½ day	Progress report on the effectiveness of improvements in the operation of the Technical Support Services system (98/6)
5	CRP	I	½ day	SECTOR-WIDE APPROACHES
6				ICPD+5
	Oral/CRP?	I	½ day	Progress report on ICPD+5 process, including the outcome of the Hague International Forum
7	CRP	I	½ day	RESOURCE MOBILIZATION

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
				UNDP SEGMENT
8				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A	½ day	Country cooperation frameworks
9			½ day	OTHER MATTERS

Abbreviations: A = action; CRP = conference room paper; I = information.

Table 3. Annual session 1999 (14-24 June 1999)

(10 working days)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1999/L.3)	A		Provisional agenda, annotations, list of documents
	Official	A	½ day	Report on the second regular session 1999
	Official	I		Decisions adopted by the Executive Board at its second regular session 1999
				UNDP SEGMENT
			½ day	SPECIAL EVENT
2				ANNUAL REPORT OF THE ADMINISTRATOR
	Official	A	1½ days	Introduction, including review of non-core resources (98/2) and progress report on UNDP 2001 (97/15)
	Official	A		Programme records, including United Nations System-wide Special Initiative for Africa and Programme of Assistance to the Palestinian People
	Official	A		Special funds and programmes
	Official	I		Joint Inspection Unit
	Official	I		Statistical annexes

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
3	Official	I	½ day	EVALUATION
4				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Oral	I	½ day	Assistance to Myanmar - annual report on implementing the Human Development Initiative (98/14)
5				INFORMATION AND COMMUNICATION STRATEGY
	Official	A	½ day	Plan of action to implement key areas identified at the first regular session 1999 (98/15)
6				RESOURCE MOBILIZATION
			1 day	Follow-up to decision on UNDP funding strategy
7				TECHNICAL COOPERATION AMONG DEVELOPING COUNTRIES (97/2)
	Official	I		Follow-up to decision 97/2
	Official	I	½ day	Report of the High-Level Meeting on TCDC
8	Official	I		FOLLOW-UP TO UNITED NATIONS REFORM (including activities of the Emergency Relief Coordinator)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
9			½ day	UNITED NATIONS OFFICE FOR PROJECT SERVICES
	Official	A		Annual report
				Follow-up to decision 97/23
				JOINT UNDP/UNFPA SEGMENT
10			½ day	UNAIDS
11	Official	I		INTERNAL AUDIT AND OVERSIGHT
				UNFPA SEGMENT
12				REPORT OF THE EXECUTIVE DIRECTOR FOR 1998
	Official	I		Introduction by the Executive Director
	Official	I		Programme priorities
	Official	I	1½ days	Evaluation
	Official	I		Resource mobilization
	Official	I		Global Contraceptive Commodity Programme/Global Initiative on Contraceptive Requirements
	Official	I		Regional overview
	Official	I		Statistical annex
13	Official	A	½ day	WORK PLAN AND REQUEST FOR PROGRAMME EXPENDITURE AUTHORITY

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
14				TECHNICAL SUPPORT SERVICES
	Official	A	½ day	Reassessment of the UNFPA TSS system (97/27)
15				INFORMATION AND COMMUNICATION STRATEGY
	Oral	I	½ day	Implementation of decision 97/13
16			{	OTHER MATTERS
	Oral	I	½ day { {	Report on World Trade Organization initiative for least developed countries

Abbreviations: A = action; CRP = conference room paper; I = information; ICPD = International Conference on Population and Development.

Table 4. Third regular session 1999 (13-17 September 1999)
(5 working days)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1999/L.4)	A		Provisional agenda, annotations, list of documents
	Official	A		Report on the annual session 1999
	Official	I	½ day	Decisions adopted by the Executive Board at its annual session 1999
	CRP	I		Outline for Executive Board work plan 2000
2				**UNDP SEGMENT**
	Official	I		COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS Review of country cooperation frameworks

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
3				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I		Annual review of the financial situation 1998
	Official	A		Budget estimates for the next biennium (97/24)
			1 days	
	Official	I		Activities of the Inter-Agency Procurement Services Office
	Official	I		Subcontracts awarded and major equipment ordered
	Official	A		Review and revision of UNDP Financial Regulations and Rules
4				SPECIAL FUNDS AND PROGRAMMES
			½ day	
	Official	I		United Nations Capital Development Fund (97/8)
5				UNITED NATIONS OFFICE FOR PROJECT SERVICES
	Official	A	½ day	Budget estimates for the next biennium (97/22)
	Official	I		Risk management, reserves and surplus income (97/21)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
6				**UNFPA SEGMENT**
	Official	A	1 day	FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I		Biennial support budget, 2000-2001
				Annual financial review, 1998
7				TECHNICAL SUPPORT SERVICES
	Official	A	½ day	Proposals for future options for providing specialist support and advice to country support teams and country programmes (98/6)
8				COUNTRY PROGRAMMES AND RELATED MATTERS
	Official	A	½ day	Country programmes and intercountry programmes
9				ICPD+5
	CRP	I	½ day	Implications of outcomes
10				OTHER MATTERS
	CRP	I		Report on field visits for 1999

Abbreviations: A = action; CRP = conference room paper; I = information; UNOPS = United Nations Office for Project Services.